



Wokingham Town Council

Town Hall, Market Place, Wokingham, Berkshire RG40 1AS
Tel: 0118 978 3185 www.wokingham-tc.gov.uk
Town Clerk: Mrs J. Nowecki

This Council Meeting is open to the Public and Press
Please notify the Officer or Chairman if you wish to record the meeting

5th July 2022

Dear Councillor

You are invited to attend a meeting of the **Arts & Culture Committee** to be held in the **Council Chamber, Town Hall, Wokingham** at **7.30pm** on **Monday 11th July 2022** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Yours sincerely

J Nowecki
Town Clerk

Contact Officer: Gemma Cumming, Arts & Culture Officer
Direct line: 0118 974 0889 Email: gcumming@wokingham-tc.gov.uk

AGENDA

1 APOLOGIES FOR ABSENCE

2 MEMBERS' INTERESTS

To receive any declaration of interests from Members on the business about to be transacted.

3 QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC

The Chair to answer questions raised by members of the Council or public.

This is an opportunity for the people of Wokingham to ask questions of, and make comments to, the Town Council. Members of the public are requested to restrict their questions and comments to three minutes. Questions which are not answered at this meeting will be answered in writing to the person asking the question. To ensure an informed response, please send your questions to the Town Clerk at least three working days prior to the meeting.

4 MINUTES OF PREVIOUS MEETINGS

To receive and resolve upon the Minutes of the proceedings at the meeting of this Committee held on 14th March 2022 (pages 16483 to 16485), copy attached, as a true and correct record.

5 MONITORING REPORT

To receive and consider the Monitoring Report dated 5th July 2022 (copy attached).

6 COMMITTEE BUDGET

To receive and consider the Committee's budget dated to 31st May 2022 (copy attached).

7 PLATINUM JUBILEE PARTY IN THE PARK

a) To receive and consider a report on the Platinum Jubilee event (copy attached).

b) To resolve upon strategic decisions regarding the future of the event.

8 FUN DAY

a) To receive and consider a report on the Fun Day (copy attached).

b) To resolve upon strategic decisions regarding the future of the event.

9 EVENT IMPROVEMENTS AND NEW EVENTS

a) To consider and suggest changes and improvements to existing events (copy attached)

b) To bring future ideas for projects forward for discussion and recommend ideas to be investigated further.

10 LIVING ADVENT CALENDAR

a) To resolve upon the movement of the publicity budget, held by the Committee, to give More Arts responsibility for all aspects of this grant-funded event.

b) To receive and consider a briefing note on the 2022 event (copy attached).

11 ERFTSTADT PANELS WORKING PARTY

To receive and adopt the notes from the Erftstadt Panels Working Party meetings held on 21st April 2022, 17th May 2022 and 7th June 2022 as true and correct records (copies attached).

12 COMMITTEE INFORMATION

a) To receive information items raised by members.

b) Identify any specific items for marketing purposes.

Arts & Culture Committee: Cllrs Jane Ainslie, Elizabeth Bishop, Philip Cunnington, Matteo Fumagalli, Sally Gurney (Chair), Peter Hornsby, Tim Lloyd, Morag Malvern and Abby Tebboth (Vice Chair).

In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting will be recorded. The purpose of recording proceedings is that it acts as an aide-memoir in assisting the clerk of the meeting in the compilation of minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.

In accordance with The Openness of Local Government Bodies regulations 2014, persons attending this meeting may make their own recordings of the proceedings subject to the Council's Policy on Filming, Recording & Reporting on Council and Committee Meetings (copy available on request).

14th March 2022 - DRAFT

Minutes of the proceedings of the **Arts and Culture Committee** meeting held on this day in the **Diamond Jubilee Room, Town Hall, Wokingham** from 19.30 to 20:50

PRESENT

Chair: Cllr S Gurney

Councillors: Cllrs J Ainslie, E Bishop, P Cunnington, P Hornsby, T Lloyd, M Malvern and A Tebboth.

IN ATTENDANCE

Arts and Culture Officer

APOLOGIES FOR ABSENCE (Agenda Item 1)

There were apologies for absence from Cllrs M Fumagalli and T Lack.

MEMBERS' INTERESTS (Agenda Item 2)

There were no declarations of interest.

QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC (Agenda Item 3)

There were no questions from members of the council or public.

ARTS & CULTURE COMMITTEE MINUTES (Agenda Item 4)

It was proposed by Cllr S Gurney and seconded by Cllr A Tebboth and it was

**RESOLVED
30396**

that the Minutes of Arts and Culture Committee meeting held on 17th January 2022 (pages 16456 to 16459), copy attached, be received as a true and correct record.

MONITORING REPORT (Agenda Item 5)

The Monitoring Report dated 8th March was received and considered.

Erfstadt Court murals

To be considered under Agenda Item 12.

Future of Sunny Saturdays

To be considered under Agenda Item 8.

Wokingham Advent

It was reported that 'morearts.' are considering ramifications of taking on the publicity aspect of this event and would get back to the Committee in due course.

COMMITTEE BUDGET (Agenda Item 6)

The Arts and Culture Committee's budget dated to 28th February 2022 was received and noted.

CHAIR'S INITIALS _____



At this point, due to a number of ongoing financial considerations and in order to facilitate a discussion on them, the Chair requested to move to Agenda Items 11 then 12.

EXCLUSION OF THE PRESS AND PUBLIC (Agenda Item 11)

**RESOLVED
30397**

It was proposed by Cllr S Gurney and seconded by Cllr J Ainslie and it was

that in view of the confidential commercial nature of the business about to be transacted, it is advisable, in the public interest, that the press and public be temporarily excluded and that they are asked to withdraw.

Cllr E Bishop joined the meeting.

ERFTSTADT MURALS (Agenda Item 12)

The Arts and Culture Officer reported that a number of artists had been approached via local artist groups in order to help indicate commission costs for this project. These were being presented as options for the Committee and for them to make a formal decision on how much money they wished to request from F&P. There was a significant discussion on the various presented styles and commission costs, and Councillors indicated their preferences. It was agreed that one artist doing all three would be preferable to avoid a clash of styles. A natural theme with hints of Wokingham and Erfstadt were indicated.

It was queried who keeps the copyright of the artwork. The Arts and Culture Officer replied that the Artist maintains the copyright of their work. With regards to commercial reproduction this area is unclear and would require further advice from a copyright lawyer and an appropriate contract. Costings were based on creating the original piece and a non-commercial reproduction.

**RESOLVED
30398**

It was proposed by Cllr Gurney and seconded by Cllr Bishop and it was

to delegate authority to work with chosen artist D on the detail of the commissions to a Working Party made up of Cllrs S Gurney, E Bishop, P Hornsby and T Lloyd. It is anticipated that the working party will meet virtually.

ACTION: ARTS & CULTURE OFFICER

The budget for this project was noted as £6000 in advance of the formal decision later in the meeting.

The Chair indicated that at this point Part Two of the meeting had concluded the public could be welcomed back and they would move back to Agenda Item 7.

PLATINUM JUBILEE (Agenda Item 7)

The briefing note was received and considered, and the Chair and Vice Chair gave more detail on the sensitivities and importance of protecting the trees we have stewardship over.

It was noted that it was a once in a lifetime event.

It was agreed that the £3000 indicated would be requested from F&P, as first priority of the requests from this meeting. If declined the majority of members

CHAIR'S INITIALS _____



were amenable to consider reallocating existing funds within the Arts and Culture budget.

ACTION: ARTS AND CULTURE OFFICER

SUNNY SATURDAYS (Agenda Item 8)

The briefing note on this event was received and considered. The Chair indicated that a decision must be made at this meeting in order to stand a chance of getting this event organised this year.

The Committee agreed that they would be keen to maintain the Sunny Saturdays planned budget for 22/23. They understood that they would only have three events on that budget this year but were keen to achieve this after two years of inactivity due to COVID. Maintaining Sunny Saturdays was seen as more important than ensuring the Murals took place in 22/23.

ACTION: ARTS AND CULTURE OFFICER

FUNDING DECISIONS

**RESOLVED
30399**

a) It was proposed by Cllr Gurney and seconded by Cllr Tebboth and it was to request from F&P a £650 uplift to the Dressing the Christmas Tree budget for the 22/23 financial year. As agreed at the previous meeting.

**RESOLVED
30400**

b) It was proposed by Cllr Gurney and seconded by Cllr Ainslie and it was to request from F&P £6000 for the Erfstadt Court murals for the 22/23 financial year.

**RESOLVED
30401**

c) It was proposed by Cllr Gurney and seconded by Cllr Hornsby and it was to request from F&P an additional £3000 to support the Platinum Jubilee in the 22/23 financial year.

**RESOLVED
30402**

d) It was proposed by Cllr Gurney and seconded by Cllr Bishop and it was that the Committee would like to go ahead with three outsourced events using the existing budget for Sunny Saturdays between May & September.

COMMITTEE INFORMATION (Agenda Item 11)

Cllr Gurney thanked everyone for the volunteer support for the 9th April event. She also reminded everyone of upcoming events that will need support.

Marketing requests: It was requested that a “date for your diaries” post be considered. As all events were back this year after two years’ absence.

Also when suitable, and if the decision was favourable at F&P, to talk about the artist and the work to create the artworks at Erfstadt Court.

CHAIR

CHAIR'S INITIALS _____



Monitoring Report: Arts & Culture

Date: 5th July 2022

Date Action Agreed	Item for Action (to include any resolution number)	Person Actioning	Proposed Completion Date	Progress
26 th July 21	Erftstadt Panels	Working Party		Agenda Item: 11
17 th Jan 22	Wokingham Advent	A&C Officer		Agenda Item: 10

Detailed Income & Expenditure by Budget Heading 31/05/2022

Month No: 2

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available
304 Arts & Culture						
1159 Book Festival Income	2,315	1,800	3,600	1,800		
1253 Fun Day Income	0	0	150	150		
1266 Board games income	0	0	1,000	1,000		
Arts & Culture :- Income	2,315	1,800	4,750	2,950		
4341 Concert	0	9,583	54,220	44,637	46,171	(1,534)
4343 PRS Licence	121	0	600	600		600
4345 Book Festival	3,973	(100)	6,600	6,700	100	6,600
4388 Theatre in the Park	2,513	0	2,500	2,500		2,500
4389 Board Games event	23	0	1,000	1,000		1,000
4512 Sunny Saturdays	1,000	0	3,000	3,000	2,493	507
4513 Dressing the Christmas Tree	1,361	0	1,350	1,350		1,350
4518 Living Advent Calendar	1,087	0	1,100	1,100		1,100
4526 International Day	0	0	3,000	3,000		3,000
4527 Chalk about it	2,765	0	3,000	3,000		3,000
4528 Murals	0	0	6,000	6,000		6,000
4603 Fun Day	0	6,586	7,800	1,214	1,547	(333)
Arts & Culture :- Indirect Expenditure	12,842	16,069	90,170	74,101	50,311	23,790
Net Income over Expenditure	(10,527)	(14,269)	(85,420)	(71,151)		
Grand Totals:- Income	2,315	1,800	4,750	2,950		
Expenditure	12,842	16,069	90,170	74,101	50,311	23,790
Net Income over Expenditure	(10,527)	(14,269)	(85,420)	(71,151)		
Movement to/(from) Gen Reserve	(10,527)	(14,269)				



Wokingham Town Council

A&C Officer's Report 2/2022-23

To: Arts and Culture Committee

Date: 10th June 2022

Subject: Queen's Platinum Jubilee

1 REASON FOR REPORT

- 1.1 To advise the Committee on the 2022 event celebrating the Queen's Platinum Jubilee.

2 BACKGROUND

- 2.1 This was the 7th occasion of putting on a significant concert in the centre of Wokingham. The International Street Concert was amended and added to, to create the Platinum Jubilee Party in the Park. The National Event and Street Concert falling on the same date.
- 2.2 It was agreed to extend the contract with the event provider to facilitate the event particularly after two years of no Concert due to Covid.
- 2.3 The Committee also agreed to move it to Elms Field with some financial uplift to facilitate the higher profile of this year's event and the new location.
- 2.4 The demographic covered by this event is wide, particularly noted to encompass all ages and hence support the Council's Inclusivity principle.

3 THE EVENT

- 3.1 As always Yes Events produced and delivered a robust and well-organized event. The event has received significant praise from the public for location, overall organization and atmosphere.
- 3.2 Debrief meetings have been held. There are learning points, most of which stem from it being the first time the event has been held in this location and the huge attendance. The planning was based on 4000 people attending (benchmarked on popular years of the Street Concert). It is estimated that the event attracted 6000 - 7000 people. Once Council has agreed its direction of travel for the future, officers will address these learning points for future concerts.
- 3.3 The budget was increased conservatively to manage the changes desired by the Committee and required by the new space. As you would expect debriefing indicates that not only have costs changed dramatically since the booking was made, due to the ongoing economic climate, but that the space and audience it can attract would benefit from a full re-costing with the newly gained experience.
- 3.4 Significant positives from the event:
 - Security and first aid were praised for being friendly, responsive and visible.
 - The disabled platform and BSL interpreters were very positively received. We had a number of comments on how much disabled guests valued feeling welcome with this provision.

- “I just want to say massive thank you for the fantastic disabled access you provided! The wheelchair platform had a fabulous view, it was well managed by a lovely lady and there was an accessible toilet provided close by. All access was from the paths which was also easy to find. I thought the sign language interpreters were brilliant on their own screen. It enabled me to have a brilliant time and enjoy myself with my friends! Going to these kind of events i never know what to expect and often have low expectations but this totally exceeded my expectations! Well done and thank you organisers!”
 - The BSL Interpreters did a fantastic job at not only serving the community they were hired for but also entertaining in their own right.
 - We were praised for the range and quality of the food offering.
- 3.5 The acts were all well received. Due to the event reflecting the decades of the Queen’s reign we had more acts than usual and more tribute acts.

4 FINANCIAL IMPLICATIONS AND OTHER COSTS

- 4.1 Expenditure for the 2022 event was agreed at £54,220. This was made up with the Street Concert’s baseline £37,000 budget with uplifts of £14,220 to help augment the provision for the new venue and £3000 for unexpected costs mostly relating to the lane closure of Earle Crescent.
- 4.2 Expenditure has come in at £54,851 approx. Which is £631 over budget.
- 4.3 At the September meeting officers expect to be able to present a budget for discussion in relation to future concerts. Subject to decisions at Arts & Culture and Finance Committee meetings it is planned to go out for tender in late November.
- 4.4 Strategic decisions made at this July meeting (see recommendations below) would help shape the new brief and discussions for September.

5 RECOMMENDATIONS

- 5.1 To continue to hold the event in Elms Field.
The space is larger than the street, doesn’t create significant road closures, is more flexible for timings as the stage can be set up in advance. The one concern is if we get enough rain beforehand or on the day to make parts of the field unpleasant or unusable. It should be noted that the event is in June (commonly dry) and even with a few days of rain in the week before the field was fine.
- 5.2 To continue finishing at 9pm. Considering the number of residential homes around the field and the proximity of the retirement flats this is a more neighbourly time to finish.
- 5.3 The 2022 event attracted all ages and future act choices can be made to ensure we continue to do so. We would also advise going back to 4 or 5 acts.
- 5.4 To continue to ensure there is cultural, race and gender diversity within act choices but consider a name change to better reflect the new event. ‘Wokingham Party in the Park’
- 5.5 To keep the disabled provision that was added this year. Notably the viewing area and the BSL Interpreters.

Gemma Cumming
Arts & Culture Officer



Wokingham Town Council

A&C Officer's Report 1/2022-23

To: Arts and Culture Committee

Date: 9th June 2022

Subject: Fun Day 2022

1 REASON FOR REPORT

- 1.1 To advise the Committee on the outcome of the 2022 Fun Day.
- 1.2 To look forward to 2023 and future Fun Days

2 BACKGROUND

- 2.1 The Fun Day is an established and well known event run by the Town Council
- 2.2 It provides a day of free entertainment and enjoyment for the children of Wokingham and their families.
- 2.3 It is located in Langborough Recreation Ground which provides plenty of space for both the event and for families to use all day.
- 2.4 This event particularly targets the toddler to 10 year old age group and their families.
- 2.5 Due to the pandemic it has not been possible to run this event for 2 years.

3 2022 FUN DAY

- 3.1 Visitor numbers were felt to be significantly higher than the last time this event was run.
- 3.2 Set up was smooth as usual with mostly the same provision as previous years.
 - Facepainting and Magic shows and Toddler play area
 - Fairground Rides
 - Farm Animals
 - Local scouts providing a low cost BBQ
 - Ice Cream van
 - First Aid point
 - Arts and Crafts stall
- 3.3 New for 2022
 - This was the first year using the waste clearance service we had budgeted for pre-pandemic. It worked very well keeping the field cleansed and removing waste to be recycled.
 - We invited My Journey Wokingham to attend with attractions and to educate the public on options for sustainable travel.

3.4 Publicity included:

Cross street banner 4 weeks before the event. Plus Town and onsite signage on the day.

Town Council and Love Wokingham social media. use of social media, mailshots and websites. There was a particularly strong response to the Facebook "Event posting" that was set up for this event. With a reach of 26,000, a total of 1000 interested and 190 confirmed going, this was a strong response but not as strong as the 2019 event. Families indicated that information had been forwarded to them via existing social media groups WhatsApp was repeatedly mentioned.

We effectively did less publicity and more people came to the event. This may indicate that more people stayed local in or around the half term than usual. And/or families are keen to take advantage of free events.

4 FINANCIAL IMPLICATIONS AND OTHER COSTS

4.1 The budget for 2022 was £7800. With an income target of £150.

4.2 The final expenditure of the 2022 Fun Day is £7000 approx.

4.3 There was significant uncertainty about costs including adding an additional temporary access to the field to ensure no damage to the trees that meant it was too late to bring the Go Karts on board.

4.4 The high volume of visitors lead to a high level of Ice Cream sales with income at £230. Approx a 25% increase on last year and an exceptional amount. The queue for the Ice Cream was very long and we are already discussing options to reduce queue times.

4.5 Higher than usual queue times were also experienced with other food provision, the face painting and some of the rides.

4.6 Councillors should note that we are at the end of a fixed price three year contract for the two most expensive aspects of this event. Costs are escalating for entertainment providers due to current economics.

4.7 The Arts and Culture Officer has gone out to existing providers to help benchmark the usual level of provision. The suggested overall budget of the Fun Day is now £10,600. This is an increase in the paid for provision of around 30% per entertainment provider and reflects the difficulties the entertainment industry is under after two years of pandemic restrictions and now significant rising costs and inflation.

4.8 Talent is also in higher demand due to individuals retiring or leaving the industry for more stable and/or better paid jobs.

4.9 The Officer would also note that not every provider is able to make a guess at next years costs as yet due to it being so volatile. In creating the suggested budget the Officer has had to make guesses based on past years of provision, what they know about the provision and indications from providers.

4.10 The Arts and Culture Officer would also note that quotations and estimates being offered now are being offered for very small windows of opportunity or with no guarantee that the cost will be that by the time we are in a position to order.

4.11 Officers would also remind the Committee that the event has seen record numbers and an increase in provision may also be warranted. The following suggestions have been made for activities:

- £500 for a mix and mingle performer to occupy queue lines. (I would suggest having two)
- £500 for a Big Kids Activity zone
- £1000 for a hanging planes ride
- £1100 for 4 bed Bungee trampolines
- £500 for three structured Hula Hoop workshops throughout the event.

- Other suggestions have been put forward including dance and music based possibilities.
- 4.12 The Arts and Culture Officer would suggest an expansion budget of £3,500 to £4,000 for additional entertainment provision.
- 4.13 Unprecedented numbers at the 2022 event has gone through our supply of windmills faster than expected. We believe that there may be enough for one more year, however Committee may wish to purchase a few more years of windmills sooner as it is unlikely costs will reduce. Purchasing 2500 windmills at 35p a unit plus delivery would be approx. £900. This is the optimum amount for good cost per unit and our current ability to store over multiple years. They are estimated to last 3 events.
- 4.14 The Windmills are paper fans with plastic sticks. We are unable to source more environmentally friendly alternatives.

5 RECOMMENDATIONS

- 5.1 To agree if there will be any additional entertainment provision for future Fun Days.
- 5.2 To consider if a new supply of windmills is warranted at this time.
- 5.3 To agree a budget for the event, to be requested ready for F&P's November meeting.

Gemma Cumming
Arts & Culture Officer



Wokingham Town Council

Events/activities by date that have had at least one year

Saturdays between May and September – **Sunny Saturdays**

Summer holidays - **Theatre in the Park**

Summer – **Chalk About it**

September – **Science with Schools**

Weekend in October – **Wokingham Children’s Book Festival**

December – **Dressing the Christmas Tree**

First Saturday in February – **Town Hall Tabletop Takeover**

Sunny Saturdays

Audience Demographic: Majority Adult, retired, families with children

Event Demographic: Majority music and children's entertainment. Some dance.

Reach: Flyers, website and social media

Description: For 2020 it was decided to cut down the number of performances and was recognised that due to a particularly busy Saturday Market day that there was limited space for performances. Post Covid restrictions the Market is full of traders. Sunny Saturday is trialing 3 performances in Elms Field during the summer. See 21/22 reports for more details.

Sustainability: none to date

Inclusivity: Consideration has been made to include school performance groups, unfortunately the timing of the event means it is generally not possible due to exams followed by summer holidays.



Theatre in the Park



Audience Demographic: Majority children and families

Event Demographic: Theatre

Reach: Flyers, website and social media

Description: Previously to 2020 this was two plays with two performances each in Howard Palmer Gardens. One in May for Cultural Month and the other in June/July. One of the plays should be aimed at children and the other suitable for a wide audience including families and adults. The plays have been Shakespeare or Shakespeare influenced and children's from original pieces to recreations of known works such as retellings of the Owl and the Pussycat and the Hare and the Tortoise.

Audiences have ranged from 50 to 100 people at each event. Due to the static audience levels it was decided to test a single event in Summer Holidays 2020 with a move to Elms field to see if the visibility of the event could be improved. A quotation process was put in place and a provider agreed upon.

2020 and 2021's event were variety performances in Howard Palmer Gardens, responding to safety regarding COVID. They were very well received.

2022 will be in Elm's Field and a Theatrical performance.

Sustainability: Requirements to ensure the good state of the park post the event and encourage audience to take their rubbish home to recycle was part of the brief.

Inclusivity: None to date



Chalk About It

Audience Demographic: Primarily those with mental health difficulties and those at potential higher risk. Secondarily the concept of the event is useful to everyone.

Event Demographic: Visual Art and workshop as a tool.

Reach: Social Media, email lists, flyers.

Description: An event in the Market Place that includes a central artwork and 'workshop' element to help de stigmatize talking about mental health. Also including resources and signposting to mental health and wellbeing resources.

Sustainability: Nothing identified as yet. Specifications built into the choice of chinks used on the ground to make sure it doesn't stain the pavement or toxic to wildlife when washed off.

Inclusivity: Nothing specific.

Science with Schools

Audience Demographic: Secondary School Children (currently Yr 9/10)

Event Demographic: STEM subjects

Reach: direct through schools

Description: A new event for 2020. This event is a low to nil cost brokerage project to link local schools with University level lecturers to bring exciting and different scientific projects or ideas into their sphere of learning.

The initial 2020 event covered green topics such as ecology and the varied opportunities within that area of study. Members of the local Silwood campus based 'Grand Challenges in Ecosystems and the Environment Initiative' (a global hub for addressing key environmental challenges for humanity) spoke and presented online to St Crispin's students.

Sustainability: Not a change but noted as a potential theme.

Inclusivity: Not a change but also noted as a potential theme, particularly to encourage women into traditionally male dominated STEM subjects.

Wokingham Children's Book Festival

Audience Demographic: Children, Youth

Event Demographic: Literature

Reach: Website and social media, Flyers, School visits, Wider than Town area

Description: Started in 2018 this yearly event is a partnership project between Wokingham Town Council and Wokingham Borough Libraries Service with support from 'morearts.' and a local bookseller. It occurs on a weekend in October and presents an opportunity to meet and learn from local and regional published authors of Children's Literature. Events happen both at Wokingham Library and Wokingham Town Hall.

With the pandemic a digital only offer was created. This was very successful encouraging the potential for hybrid events that use both digital and in person events.

Sustainability: Nothing noted

Inclusivity: Authors are chosen to have a mix of cultures and perspectives across the weekend.



**Wokingham Children's
Book Festival**

Dressing the Christmas Tree

Audience Demographic: Children (schools and families)

Event Demographic: Music, Children's event

Reach: via Advent Calendar and via Schools directly

Description: Approx. 300 children and adults gather in the Market Place to sing carols and watch the Mayor receive schools' handmade decorations. The decorations are then over the next couple of days placed on the large main Christmas tree. It is a long-term event that has been encompassed within the Living Advent Calendar when that started in 2012. However, budget remains Wokingham Town Council with some logistical support from 'morearts.'

Carols are led and sung by Wokingham Choral Society. Wokingham Town Council ensures there is a suitable stage and sound system for the choir to be heard.

Sustainability: decorations are frequently recycled materials and are used for as long as they are in good condition and can go on the tree. This may be over multiple years.

Inclusivity: Nothing noted



Town Hall Tabletop Takeover

Audience Demographic: Focus on Teen and Young Adult but will attract families.

Event Demographic: Tabletop gaming which can include: Board Gaming, Card Games, Tabletop Role Playing Games and associated games.

Description: Brand new event for the 2019/2020 council year. Bringing modern board games to the people of Wokingham. The event was aimed at Teens and Young Adults due to a noted lack of provision from the Council for this age range. There were more families than the intended age range.

Sustainability: none noted

Inclusivity: Event has strict policies in place regarding code of conduct for all parties to ensure the event is welcoming and inclusive.



Activities in development or consideration

International Day (in development)

There remains a continued lack of interaction from the relevant communities in order to manage a summer event as previously described. However there is some movement within the Chinese/Hong Kong communities and work is ongoing to look at a Lunar New Year related event.

Banners from lampposts

Wokingham Borough Council is undertaking a process of lamppost replacement. It has been requested that the new columns are suitable for banners and other uses by Wokingham Town Council, should we wish to utilize them for such purposes.

Sculpture Trail

Under investigation, although should note it is a high value project that would require extensive business support. There is a desire that it should be planned to occur at a suitable point near or at completion of the ongoing Town regeneration works.

Graffiti/Street Art Boards

The Committee would be keen to support such a venture should suitable space within the Town become available. Unfortunately to date it is felt that of the Council owned spaces none would be suitable for a project and of identified externally owned, possibly suitable spaces the landowner is not interested.

Battle of the Bands Style event

Under consideration to come back to Committee when sufficient information is available about the new Carnival performance space (due early 2022) to budget and plan an event. Aim: too appeal to teen and/or young adult bands.

Open Air Cinema/Film Festival

To be considered for Elms field. It remains felt that an open air cinema right next to Everyman would not be empathetic, particularly coming out of a pandemic. However a possible collaborative project that involves Everyman like a film Festival might be worth pursuing. To be looked at again for the 2023/24 financial year and to continue building relationships with the Cinema.

Themed Fun Run

Investigated, however due to a lack of usable space for such an event and no interested professional organisers currently this is on pause for further investigation.



Wokingham Town Council

Memorandum

To: Arts and Culture Committee
Date: 04/07/2022
Re: Briefing Note - 2022 Wokingham Living Advent Calendar
From: Arts and Culture Officer

History

The Wokingham Living Advent Calendar was started in 2012 as a partnership project between 'morearts.' and WTC, recognising that there was not capacity in house to do such an event without partner support.

Once established, it was recognised by the then Council that this very positive partnership arrangement was very similar in terms of delivery model to both May Fayre and Winter Carnival and should therefore be financially supported by means of a grant. In line with the Council's Grants Policy 'morearts' is designated as an Events Partner with security of funding over a four-year period.

Current Position

With an understandable gap during Covid, the event has been run successfully, largely benefitting from the capacity offered by a team of volunteers who give generously of their time and expertise.

However, this year 'morearts.' has shared that it is unable to deliver this event due to staffing pressures. It has been indicated that they would still like to work in partnership in future years.

The Town Clerk has discussed this position with the Chair of Committee and the A&C officer and confirmed that there is not capacity in-house to take over the event but would, with the Committee's approval, explore possibilities to offer a single event during the December period.

An initial proposal is to extend the already existing Christmas Sing Along which is scheduled to take place on Saturday 3rd December. The A&C Officer would be in a position to offer a firmer picture at the September meeting.



WOKINGHAM TOWN COUNCIL
Town Hall, Market Place,
Wokingham
Berkshire
RG40 1AS

ERFTSTADT PANELS WORKING PARTY
NOTES OF THE MEETING
Thursday 21st April 2022 AT 12pm VIRTUAL MEETING

Present: Cllrs: S Gurney (Chair), P Hornsby, T Lloyd

Apologies: Cllrs: E Bishop

In attendance: Arts and Culture Officer.

1. Vote on Chair:

It was unanimously agreed that Cllr Gurney should chair the Working Party. .

2. Discussion on Copyright

The concept of copyright was discussed by the Working Party.

The following points were made:

- to take a simple approach to Copyright
- to be open to discussion with the artist
- that the artists moral rights must be protected
- The Council need not own the copyright
- that we would need the rights to create replacement panels should the existing ones be damaged.
- The rights to use the imagery in non commercial promotion of the panels and the town.
- That the view of the working party was that there was no current appetite from the committee to create commercial reproductions or memorabilia. However it was worth considering leaving that avenue open to a future negotiation should the position of the Council change.
- That they were open to allowing the artist to create commercial reproductions should they wish to. There may be further discussion about if a donation out of profits to the Mayors Charity would be a requested gesture.

The Arts and Culture Officer can begin to draft an agreement for further discussion at the next meeting with the artist.

Action: Arts and Culture Officer

It was questioned what would happen to the original paintings once the panels had been created and installed.

The following were listed as options:

- Display in the Town Hall – noting that there was no current open wall space for this.
- Display in a partner/external building – subject to agreements and interest
- Present them to Erfstadt – this may depend on the final commission details and interest from Erfstadt.
- Auction/sell them ourselves
- Allow the artist to sell them – this last one was noted as financially problematic considering the source of the finances to achieve this project.

Further information should be sought as to the viability of any of these proposals.

Action: Arts and Culture Officer.

3. Details of the Commission

The working party considered priorities for the commission's content. For the 2 panels directly inside Erfstadt Court one idea was to have a matched pair.

The third one near the existing mural should consider the sensitivity of location to not clash with the mural. This one, as it is believed to have more foot traffic, can help lead viewers to the other two. Possibly there could be a similar or the same image with seasonal differences between them.

Landscapes were continuing to be favoured however a visual link to both Wokingham and Erfstadt was to be considered which would be easiest served with iconic buildings/landmarks.

These views would be considered but the Working Party is keen to undertake a collaborative process with the artist.

Action: Arts and Culture Officer

4. AOB – There was no AOB

5. Next Meeting

The Working Party agreed to initially aim to meet approx. every three weeks to progress the work on the content of the commission with the artist. Next meeting estimated to be the week of 16th May, availability to be checked and shared with the Arts and Culture Officer to confirm a date.

It was requested:

- to invite the artist to the next meeting.
- revisit points 2 and 3 with their input
- to discuss timeframes for the creation of the artwork

Action: Arts and Culture Officer

The meeting closed at 12.50pm



WOKINGHAM TOWN COUNCIL
Town Hall, Market Place,
Wokingham
Berkshire
RG40 1AS

ERFTSTADT PANELS WORKING PARTY
NOTES OF THE MEETING
Tuesday 17th May 2022 AT 12pm VIRTUAL MEETING

Present: Cllrs: S Gurney (Chair), P Hornsby, T Lloyd

Apologies: Cllrs: E Bishop

In attendance: Arts and Culture Officer. The Artist

1. Notes of the Previous Meeting:

The notes of the previous meeting were accepted.

2. Discussion on Copyright

The points from last meeting were repeated and discussed with the Artist. All were in agreement and the formal written agreement should now be completed.

Action: Arts and Culture Officer

It was noted that further work was still required on the display of the finished canvases.

Action: Arts and Culture Officer.

3. Details of the Commission

The artist shared a preliminary concept they had created. The Working Party were interested in the concept of utilising symbolism from the towns. It was felt that this concept might be best placed near the existing map mural as they shared a lean towards more graphical styles. That the other two should be considered as a pair.

It was agreed

- nature/sustainability/landscape remained key themes.
- Connections to Erfstadt and Wokingham should be considered however as the twinning association was folding maybe to not lean heavily into it.
- As well as historic buildings both places have historic parks

The Arts and Culture Officer and the Chair agreed to meet the Artist for a site visit.

The Working Party is keen to continue with a collaborative approach and is open to engaging further with the artist on email should it be required. The Artist agreed she is happy to be openly copied in on emails between the Working Party as the need arises.

Action: Arts and Culture Officer

4. Project Timelines

The artist indicated and the Working Party agreed that preliminary sketches to approve direction could be ready for the next meeting of this Working Party.

The final pieces to be ready in the first week of September.

5. AOB – There was no AOB

6. Next Meeting

Midday 7th June 2022 online.

Action: Arts and Culture Officer

The meeting closed at 12.56pm



WOKINGHAM TOWN COUNCIL
Town Hall, Market Place,
Wokingham
Berkshire
RG40 1AS

ERFTSTADT PANELS WORKING PARTY
NOTES OF THE MEETING
Tuesday 7th June 2022 AT 12pm VIRTUAL MEETING

Present: Cllrs: S Gurney (Chair), P Hornsby, T Lloyd

Apologies: Cllrs: E Bishop

In attendance: Arts and Culture Officer. The Artist

1. Notes of the Previous Meeting:

The notes of the previous meeting were accepted.

2. Artwork proposals

The Working Party thanked the Artist for the work done on the sketches. The first image was agreed unanimously and they were agreed that they very much liked the style merging the symbol of Ertstadt and the nature and green imagery. There was some discussion regarding placement of this piece but in the end it was agreed to have it be the one nearest the existing mural.

The Working Party were also happy with the 2nd proposed design. Very much enjoying the use of murmuration to spell the word home. It was noted that the scene proposed didn't seem indicative of Wokingham Town but did echo Dinton Pastures or the north of the Borough. It was agreed that the scene did not have to echo a geographically known location, but be a broad representation of Wokingham. Red roofs, red brick, and countryside being key geographical features.

The Working Party saw the use of sustainability and warnings about climate change in the third piece. However ultimately decided that they would be looking for something more upbeat. It was also noted that the panel was being considered as a pair or loose diptych with number 2. As such it was agreed that the Artist would work up an alternative similar to the 2nd one. Ideas included showing water instead of sky. Using the Ertstadt building colours rather than Wokingham and using the German word for home 'Heimat' spelled out in a similar loose way as the murmuration.

This new design would be circulated by email.

Action: Arts and Culture Officer

3. Project Timelines

The artist indicated that a revised design would be ready in a couple of weeks. There was no indication that anything else had slipped.

The Arts and Culture Officer was keen to have a chat at a later date with the artist to check logistics and practicalities around the reproductions. And to finalise the agreement.

4. AOB – There was no AOB

5. Next Meeting

Week of 4th July. Chair to poll Working Party on exact date.

Action: Chair

The meeting closed at 12.59pm