



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 Chair if you wish to record the meeting

6th September 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 12th September 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 11th July 2022 (pages 16560 to 16562), copy attached, as a true and correct record.

5 MONITORING REPORT

To receive and consider the Monitoring Report dated 6th September 2022 (copy attached).

6 COMMITTEE BUDGET

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

7 THEATRE IN THE PARK

To receive and resolve on a report on the Theatre in the Park event (copy attached).

8 CHALK ABOUT IT

To receive and resolve on a report on the Chalk About It event (copy attached).

9 EVENT BUDGET INCREASES

- a) To receive and consider a report concerning the budgets of all events (copy attached)
- b) To resolve upon budgetary requests for Arts and Culture events for 2023/24.
- c) To resolve upon the request for the Arts and Culture Officer to directly manage awarding contracts to elements of the Fun Day and Theatre in the Park.

10 ERFTSTADT PANELS WORKING PARTY

To receive and adopt the notes from the Erftstadt Panels Working Party meeting held on 5th July 2022 as a true and correct record (copy attached).

11 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).

11th July 2022 - DRAFT

Minutes of the proceedings of the **Arts and Culture Committee** meeting held on this day in the **Council Chamber, Town Hall, Wokingham** from 19.30 to 21:32

PRESENT

Chair: Cllr S Gurney

Councillors: Cllrs P Cunnington, M Fumagalli, 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 J Ainslie and M Gee (The Mayor).

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
30478**

that the Minutes of Arts and Culture Committee meeting held on 14th March 2022 (pages 16483 to 16485), 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 Panels

To be considered under Agenda Item 11.

Wokingham Advent

To be considered under Agenda Item 8.

COMMITTEE BUDGET (Agenda Item 6)

The Arts and Culture Committee's budget dated to 31st May 2022 was received and noted.

PLATINUM JUBILEE (Agenda Item 7)

The Arts and Culture Officer was thanked for the report and the work done on what was felt to have been a very successful event.

The Committee felt that more could be done to improve the sound quality on Elms Field and was concerned that after so many years feeding back about sound quality that it remained an issue. It was agreed that sound was a priority when preparing the brief for the new contract for this event.

CHAIR'S INITIALS _____



There was also agreement to be circumspect when looking at a budgetary increase for the event and if there were any ways to encourage the event to partially fund itself through, for example, income from the food traders.

It was felt that this event should return to a concert rather than the expanded provision and if retained on Elms Field a new name would be needed. There was discussion that International need not be part of the title, however the event should showcase diversity as the report recommended, and include diversity in genre. To also return to fewer tribute acts and more original and cover bands. The Committee also agreed that they did not feel the children's entertainment was needed.

**RESOLVED
30479**

It was proposed by Cllr S Gurney and seconded by Cllr M Malvern and it was

to accept the recommendations in the report to:

- Continue to have the event on Elms Field
- To finish by 9pm
- To benchmark cost based on 4 acts
- To continue to ensure, cultural, race and gender diversity in the acts
- To keep the inclusivity provision introduced this year.

It was requested if possible to find out the cost difference between 4 and 5 acts. On the information above the Officer will benchmark the cost of the event for the 2023-24 year and provide a report for the Committee for September's budget request meeting.

ACTION: ARTS AND CULTURE OFFICER

FUN DAY (Agenda Item 8)

The report was received and considered. It was discussed if it would be possible to reach out to local organisations, between now and September meeting, who may be able to attend with appropriate activities for low to no cost. This may help augment provision without spending significant extra funds.

ACTION: ARTS AND CULTURE OFFICER

The Committee acknowledged the recommendations and they agreed to put off agreeing any amount of funds for extra provision until September's meeting when the full financial picture for the Committee was clearer. They also agreed to not purchase a new stock of windmills and leave that for the new council to discuss.

**RESOLVED
30480**

It was proposed by Cllr S Gurney and seconded by Cllr T Lloyd and it was

to request from F&P a minimum on £10,600 for the Fun Day to keep it at current provision.

EVENT IMPROVEMENTS AND NEW EVENTS (Agenda Item 9)

The Committee had no specific requests for potential event improvements or new events.

CHAIR'S INITIALS _____



The Chair noting that her view would be that the Committee focus on making sure they leave their existing events in a good position for the future Council.

It was noted that International Day was again proving hard to move along but that traction had been gained in the Chinese community and the suggested shift this financial year for International Day towards a Lunar New Year event was welcomed by the Committee.

ACTION: ARTS AND CULTURE OFFICER

LIVING ADVENT CALENDAR (Agenda Item 10)

The briefing note about this year's Wokingham Living Advent Calendar was received. Following the previous meeting of the Committee 'morearts.' had agreed to take on the publicity side of this event. They had later contacted the Town Clerk to note that they would not be able to deliver the event this year and funds would be returned.

The Committee expressed their disappointment at this event not going ahead this year. Ideas were sought for any way to maintain this event.

ACTION: COMMITTEE MEMBERS

It was acknowledged that officers would not be able to deliver this event. The Committee agreed that it was worth exploring extending the stand-alone Christmas Sing Along.

ACTION: ARTS AND CULTURE OFFICER

**RESOLVED
30481**

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

to recommend to F&P to release the Living Advent Calendar budget held by this Committee and to pass the funds and responsibility for publicity to the grant holder 'morearts.'

It was acknowledged that due to current circumstances this revised budget would be for the next time this event is due to take place (2023/24 financial year).

ERFTSTADT PANELS WORKING PARTY (Agenda Item 11)

The notes of the proceedings of the Erftstadt Panels Working Party held on the 21st April, 17th May and 7th June were received and noted.

COMMITTEE INFORMATION (Agenda Item 11)

Cllr Lloyd gave an update on the Public Art group and the Arts4 Wokingham sculpture for WBC's Carnival site. He noted that there was an open meeting of the Wokingham Society on evening of 19th July at the Town Hall where the artist would be talking about the sculpture.

Marketing requests: It was requested when suitable to talk about the artist and the work to create the artworks at Erftstadt Court.

CHAIR

CHAIR'S INITIALS _____



Monitoring Report: Arts & Culture

Date: 6th September 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: 10
11 th July 22	Benchmark Concert costs	A&C Officer		Agenda Item: 9

Detailed Income & Expenditure by Budget Heading 03/08/2022

Month No: 4

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	230	150	(80)		
1266 Board games income	0	0	1,000	1,000		
Arts & Culture :- Income	2,315	2,030	4,750	2,720		
4341 Concert	0	53,551	54,220	669	1,488	(819)
4343 PRS Licence	121	0	600	600		600
4345 Book Festival	3,973	105	6,600	6,495	5,760	735
4388 Theatre in the Park	2,513	1,250	2,500	1,250		1,250
4389 Board Games event	23	0	1,000	1,000		1,000
4512 Sunny Saturdays	1,000	300	3,000	2,700	2,493	207
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	19	2,981
4528 Murals	0	1,100	6,000	4,900	3,453	1,447
4603 Fun Day	0	6,694	7,800	1,106	250	856
Arts & Culture :- Indirect Expenditure	12,842	63,000	90,170	27,170	13,463	13,707
Net Income over Expenditure	(10,527)	(60,970)	(85,420)	(24,450)		
Grand Totals:- Income	2,315	2,030	4,750	2,720		
Expenditure	12,842	63,000	90,170	27,170	13,463	13,707
Net Income over Expenditure	(10,527)	(60,970)	(85,420)	(24,450)		
Movement to/(from) Gen Reserve	(10,527)	(60,970)				



Wokingham Town Council

A&C Officer's Report 4/2022-23

To: Arts and Culture Committee

Date: 26th August 2022

Subject: Theatre in the Park 2022

1 REASON FOR REPORT

- 1.1 To advise the Committee on the outcome of Theatre in the Park
- 1.2 To look forward to 2023 and consider future opportunities.

2 BACKGROUND

- 2.1 Theatre in the Park has been an ongoing event for a number of years. It adds to the Town Council's distinctiveness by offering a free outdoor Theatre event.
- 2.2 It is well received however ongoing discussions about disappointingly low audience numbers led to the decision to in 2020 run a single test production in the new location of Elms Field to see if that could increase both audience numbers and awareness of the event.
- 2.3 The pandemic meant the performances we shifted from theatrical to cabaret, remaining in Howard Palmer Gardens due to the complexity of rehearsing a cast for a single show with COVID restrictions.

3 2022 EVENT

- 3.1 Many thanks goes to Bart Lee Theatre for the last three years of events. Particularly being able to change and make Covid safe performances in 2020 and 2021.
- 3.2 We were finally able to perform 'Bottom's Dream', a full theatre performance. We were also able to perform it in Elms Field.
- 3.3 Elms Field has proved a good location for it, with different challenges to Howard Palmer Gardens.
- 3.4 There is an increase footfall that helped the performances however the more open space readily highlights the requirement to have a microphone system for the full cast.
- 3.5 The performance was praised by the public including:

"I am not sure where else you can hear Shakespeare for free and in a really accessible abridged version, while enjoying some great British weather (it rained in the first performance - though the audience seemed largely unaffected! - and then the sun came out for the afternoon. Thanks very much to the Council for supporting this and hopefully it will be back!"

4 FINANCIAL IMPLICATIONS AND OTHER COSTS

- 4.1 The original premise of this event was to do a single production with two performances on Elms Field, in order to test if a different, more open and visible location would encourage

more people to attend. Attendance numbers were up, estimated at between a 50% to 100% increase on the last comparable year 2019. It was also noted that there was significant interest from passers by. The Arts and Culture Officer would conclude that this has been a success and that the performances would be best placed on Elms Field.

4.2 The budget for 2022 was £2500 and is a fully outsourced event. This is the final year of the three year contract and will need to be put out for quote again later this year.

4.3 Considering current financial pressures and needs of the space at Elms Field the Arts and Culture Officer advises:

- a minimum increase in line with Inflation (10%)
- and £1000 to ensure a suitable capacity hired microphone/speaker system.

For a total uplift of £1250

4.4 For an additional £1000, it would be possible to have two further performances of the same play. Which could happen in Elms Field or any other suitable location in the Town. This increases the cost effectiveness of the event because of how much of the budget goes on rehearsals.

5 RECOMMENDATIONS

5.1 That Theatre in the Park stays on Elms Field.

5.2 That the Committee consider an increase to the budget for both inflation and for microphones at the event.

Gemma Cumming
Arts & Culture Officer



Wokingham Town Council

A&C Officer's Report 5/2022-23

To: Arts and Culture Committee

Date: 31st August 2022

Subject: Chalk About it project

1 REASON FOR REPORT

- 1.1 To advise the Committee on the execution of the Chalk About It project

2 BACKGROUND

- 2.1 This event came from an Australian community led project that uses drawing on the pavement to destigmatize talking about mental health. From that concept the Committee agreed on an event that brought in professional artists to both create a core piece and facilitate engagement with the public.
- 2.2 This is the second year of the event. It took place on Sunday 21st August 2022.
- 2.3 The primary target audience was identified as individuals who's cultural or ethnic background might discourage talking freely and without stigma about mental health. These may be men (young men in particular) and non-white ethnic groups. With the aim to have a relaxed option to start the conversation about expressing oneself. With resources from local mental health groups to know what is available and where to go for it.
- 2.4 It was however recognized that this concept includes any local resident, as mental health affects all of us. From feedback last year and on the run up to this event, the mental health groups have also noted that there are also challenges for the older community.
- 2.5 It feeds into the key strategic aims of inclusivity through the focus on mental health. It also feeds into our distinctiveness as we are unaware of any other local event like it.

3 THE EVENT

- 3.1 We worked with Urban Canvas and local mental health organizations to refine the event. Both types of organizations were very useful to create an event that would start the discussion on mental health in an accessible and sensitive way.
- 3.2 It was recognized that how the event was presented would impact those who would attend. There were significant discussions on tone and approach so as to try to make it an event that would be attractive to those individuals we most wanted to target. Individuals by the very nature of the stigma associated with talking about mental health, would be uncomfortable attend an event talking about mental health.
- 3.3 We were very pleased to have the support of Mind in Berkshire, Cranstoun and Talking Therapies to consult with. We also had support on the day with Arc Counselling so will be looking to expand on the consultation group for this event.

- 3.4 Again we utilized the connections and expertise of the mental health groups to spread word of the event. However this year we did expand into doing more public marketing. Which seemed to go well.
- 3.5 Again the event was praised highly by all the attending mental health organizations and members of the public. All were very keen for this event to continue. Everyone recognized that there was potential for growth for the event.
- 3.6 The movement from late September to mid August seemed to work well. There were no noted downsides and it should remain more stable for good weather than later in the year so we would advise to maintain this date.
- 3.7 The event was well attended. Again there were lots of families with younger children attending. They are both a significant proportion of Wokingham's demographics and the most likely group to attend open events in the Town.
- 3.8 There was significant racial diversity at this event, more reflective of what we see on a day to day basis around Wokingham.
- 3.9 We increased the available information on the day about the nature of the event. Feedback maintains that we could do more on this. Suggestions include static signs: particularly highlighting that this is an activity for all ages.
- 3.10 While everyone helping on an activity highlighted that it was an activity for all ages and actively encouraged parents to get as involved as their children. There may still be a socially conditioned impression that this is a children's activity. With increased signage, more done when marketing to highlight it is an all ages activity and what we are already doing this may be all we can do to break that stigma.
- 3.11 It was however felt that adults, particularly those with children, were easier to encourage to join in themselves this year.
- 3.12 We increased the facility for individuals who would not be able to (or would rather not) draw on the ground. Including chairs and easels for stand up or sit down painting.
- 3.13 We also brought in an area for more individual pieces beyond the collaborative piece with the Chalk Thoughts/Chalk Clouds concept. These were very popular and gave a defined area for individual expression.
- 3.14 There remains opportunities for other mental health and/or wellbeing organizations to attend. There were some challenges for them to attend this year mostly around pressures due to an uptick in demand for their services. They have stated a desire to attend events that is being factored in for future years.

4 FINANCIAL IMPLICATIONS AND OTHER COSTS

- 4.1 Of the £3000 budget approx. £2800 was spent.
- 4.2 We were not able to source drone footage this year due to our usual supplier being on holiday and a lack of reply from other suppliers.
- 4.3 Costs have increased, in particular for the artists with fuel, materials and overnight noted as adding significant external pressure on fees. They have been trying to absorb costs this year however this is not long term sustainable.
- 4.4 We were able to borrow barriers and fencing from Volker which were compliant for the visually impaired.
- 4.5 We had support from Councillors to ensure the event went smoothly. Due to the increase in provision this was a vital requirement. To ensure each area had constant cover. We are very grateful to have visual art experienced Councillors who could attend.
- 4.6 Officers would request a minimum increase of 10% to manage escalating costs not anticipated at the start of the three year contract.
- 4.7 With the increase in provision from two elements to three elements, there is an increase in time pressure on the artists to get set up. This year they started significantly earlier than last

year. There was also more pressure on volunteer support. The costs to add a third artist to help on the day are estimated at £750. Officers would strongly suggest considering this.

5 RECOMMENDATIONS

- 5.1 To resolve to extend the contract for a final year.
- 5.2 To increase the budget to £4050 and agree the additional artist request.
- 5.3 To maintain the August date.

Gemma Cumming
Arts & Culture Officer



Wokingham Town Council

A&C Officer's Report 3/2022-23

To: Arts and Culture Committee
 Date: 30th August 2022
 Subject: Proposed Event budget increases

1 REASON FOR REPORT

- 1.1 To advise the Committee on potential increases to budgets on events for 2023-24 financial year.
- 1.2 To reconfirm what has been agreed, what is being discussed and make suggestions for events that have not yet completed this year.

2 BACKGROUND

- 2.1 There is significant financial volatility nationally that is not expected to calm.
- 2.2 Given the above it is unrealistic that the Council can continue to deliver events with no financial uplift.
- 2.3 A number of events are at the end of fixed cost three year contracts so it is an appropriate time to consider funding levels.

3 FINANCIAL IMPLICATIONS AND OTHER COSTS

The Concert in Elms Field.

- 3.1 It was agreed at the July Meeting that the event will stay in Elms Field, run until 9pm and be 4 acts long.
- 3.2 This event has been under contract for 3 years. It was also previously seen as a loss leader for the event company which is less feasible in the current climate. Costs have increased. The Indicative cost for this event is £60,000
- 3.3 We would anticipate 4,000 people at this event at the lower level. 6,000 if on a scale closer to this year's event. Which works out to either £15 or £10 a head.

Wokingham Children's Book Festival

- 3.4 This happens in October each year. Currently it is funded by £3000 of precept money with an income target of £3600 (made up from ticket sales target of £1800 and sponsorship for the Outreach of £1800.)
- 3.5 It has never had an uplift since it's inception in 2018. It has been able to manage increasing costs and pressure through it's income generation, and a cautious approach during the pandemic. This is no longer the case.

- 3.6 Considering the pressure the public are under in respect to the increasing cost of living, advice from the Officers of both the Town Council and the partner Library service is to not raise the ticket costs (at £3 a ticket) and to not lose the Outreach.
- 3.7 There are three areas that we would like to look at increasing.
- Fee per author: We are proposing to increase from £150 to £180 (for an hour's event and 30 to 45 min book signing).
 - Maximum travel expenses we are proposing to increase from £50 to £60 due to the increase in travel costs. (please note this is a maximum. Actual amounts are agreed at author contracting based on travel distance).
 - Increased publicity to reflect learning from the residents' survey
- 3.8 Overall an uplift of £1200 would benefit this event
- 3.9 Officers would also aim to increase the Outreach expenditure to £2000. There is some fragility here as it relies on external sponsorship. It is however most suited to being funded through external sponsorship as it's scope works best as a borough wide activity. It is a very powerful tool to ensure all socio-economic demographics of society get an opportunity to interact with authors without stigma attached to getting a free ticket for an event where everyone else pays.
- 3.10 There have been indications from the current external sponsor that after a number of years of supporting the event (and a general rule that they only fund events to get them off the ground) that they may not be able to fund it going forward. The Committee may wish to take this portion back, with the understanding that any in person outreach events are done in Town based schools but any digital events remain free for Borough Schools to attend. This would add £2000 to the expenditure and remove it from the Income target. Sponsorship could still be sought to offset cost but would not need to be secured to ensure the Outreach happens.

Theatre in the Park (see report)

- 3.11 Officers would advise an uplift of £1250.
This is a small increase to manage rising costs and additional funds to enable a PA system suitable for multiple radio microphones and associated technical requirements to be more audible in the larger park.
- 3.12 An additional £1000 would enable another day of performances of the same play. This would be more cost effective as the bulk of the costs are tied into rehearsals.
- 3.13 Due to the tight timeframes with contracting this event the Arts and Culture Officer requests to be able to choose the provider for this event. Being able to make the decision in December rather than waiting for the January meeting of the Committee.

Board Gaming Event

- 3.14 This event is low cost and has successfully run just on it's income. No changes suggested this year.

Sunny Saturdays

- 3.15 A report is due after the final performance of this year in September. However initial feedback indicates that it is not serving a large number of attendees in it's new format.
- 3.16 Cost per performance is approx. £1000. It seems to be serving residents passing through Elms Field and an audience of around 15.
- 3.17 At this time and with that information Officers would advise against increasing the budget.

Dressing the Christmas Tree

- 3.18 This event had a significant uplift last year. Budgets for this year are lining up with expectations. Therefore no proposal to increase.

International Day

- 3.19 Currently this event has yet to occur and there is not enough information to know if this is sufficient or insufficient funds. For this reason Officers are not suggesting an uplift.

Chalk About It (see report)

- 3.20 This event is currently on it's 2nd year of contract with possibility to extend. However costs are known to be escalating. Particularly around fuel and materials. Some escalating costs have been absorbed by Urban Canvas this year as they were under contract. Others we were able to absorb from an expected underspend on publicity. The provider cannot keep absorbing these increases, and if they continue escalating this way next year will be a different picture.
- 3.21 Requested provision has increased from the first year which has introduced time pressures.
- 3.22 Officers would advise an increase of £1050. This would comprise of an uplift to cover known escalating costs and an additional artist on the day to relieve time pressure.

Fun Day

- 3.23 At the July meeting the Committee agreed to request an uplift of £2800 to the budget to maintain the event as it is.
- 3.24 Decisions are yet to be made about asking for more funds to add to provision.
- 3.25 The Arts and Culture Officer was requested to investigate any local organisations that may be able to bring provision for minimal cost. For example local archery clubs.
- 3.26 It proved very difficult to find groups who might be suitable. Of the half dozen that were approached we have had three refusals and the rest have not yet replied to my queries. This does not rule out utilizing organizations in this manner it does however mean that we don't have a commitment to attend to add to the provision before a final decision on budget.
- 3.27 The Committee may still wish to consider a budget for expansion of this event up to £4000 as per 4.11 of the attached Fun Day report.
- 3.28 Due to the tight timeframes with contracting this event the Arts and Culture Officer requests to be able to choose the provider for contracted aspects of this event. Being able to make the decision in December rather than waiting for the January meeting of the Committee.

4 RECOMMENDATIONS

4.1 That the Committee consider the cost increases and resolve upon amounts to request for uplifts for F&P.

Event	2022 budget £	Recommended budget £
Concert	54,220	60,000
Book Festival	6,600 (3,000 from precept)	8,000 (4,200 from precept)
Theatre in the Park	2,500	3,750 (+1,000 for extra performances)
Board Gaming Event	1,000	1,000 No change
Sunny Saturdays	3,000	3,000 No change
Dressing the Christmas Tree	1,350	1,350 No change
International Day	3,000	3,000 No change
Chalk About It	3,000	4,050
Fun Day	7,800	10,600 (+ up to £4,000 expansion)
An overall increase to the budget of £12,280 (£17,280 max) (please note that £6,000 of Erftstadt panels will be completing this year and £1,100 of WLAC will be moving to Grants)		

4.2 That the Arts and Culture Officer go out for quotes as per standing financial regulations for the aspects of the Fun Day and Theatre in the Park. But be able to choose the provider without bringing it to Committee.

Gemma Cumming
Arts and Culture Officer



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

ERFTSTADT PANELS WORKING PARTY
NOTES OF THE MEETING
Tuesday 5th July 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 final sketch. It was agreed to go ahead with it.

The involvement and timing of marketing was discussed. The Arts and Culture Officer to liaise with the Marketing and Comms Coordinator on this. The Artist noted that they had an opportunity to show off the almost finished pieces at Wokingham Arts trail in September. The Arts and Culture Officer will liaise further with the artist for her perspective and create a press release.

Action: Arts and Culture Officer

3. Project Timelines

The Artist requested to extend the timelines for completion to the end of October. The Working Party agreed noting that there had been a delay from our side, extra time spent to check on how techniques would scan and that the Artist would be developing new skills for some of the panels.

4. Production and Installation of reproductions

The Arts and Culture Officer indicated that a provider for the reproductions had been chosen. R Young Art Gallery. Being both local and offering a competitive price and significant expertise.

It was agreed that the following would be included on the Reproductions; Artwork Title, Artist name, Commissioned by Wokingham Town Council, R Young Art Gallery and a web address to find out more about the project.

5. Next Meeting

The Working Party agreed to a potential meeting on 5th September for a check in and update to how works were progressing subject to how works progressed over the summer and any relevant Agenda Items to be discussed. It was optional for the artist to attend unless there was an Agenda Item that required them to attend.

6. AOB – There was no AOB

The meeting closed at 12.41pm