

Runnymede Borough CouncilRUNNYMEDE ARTS DEVELOPMENT STEERING GROUP

8 July 2003 at 7.30 p.m.

Members of the

Group present:	Mr G. Leon-Smith (Chairman)	Addlestone and District Chamber of Commerce
	Mr V. Spink (Vice-Chairman)	Chertsey Chamber of Commerce
	Mr P.E. Anderson	Runnymede Association of Arts
	Mrs A. Davis	Egham Chamber of Commerce
	Councillor A.J. Davis	Runnymede Borough Council
	Miss E. Eyres	Jubilee High School, Addlestone
	Dr V.J. Gordon	Royal Holloway, University of London
	Mrs M. Roberts	Egham Rotary Club

Members of the

Group absent:	Mr J. Davies	Youth Development Officer, Runnymede
	Mr R. Davies	Runnymede Association of Arts
	Miss H. Dix	Drama Development Officer
	Miss S. Hunter	Salesian School, Chertsey
	Mr T. Pattinson	Surrey Herald Newspaper
	Mrs A. Pope	Adult Education Service
	Mr P. Suchley	Jubilee High School, Addlestone
	Mrs R. Wilson	Surrey Libraries Service

Those attending in an advisory/observers capacity:

Mr R. Fleming	Head of Leisure Services, Runnymede Borough Council
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1. ELECTION OF CHAIRMAN

Mr Leon-Smith was elected as Chairman to serve until the July 2004 meeting of the Group.

2. ELECTION OF VICE-CHAIRMAN

Mr V. Spink was elected as Vice-Chairman to serve until the July 2004 meeting of the Group.

3. MINUTES

The Minutes of the meeting of the Committee held on 1 April 2003 were confirmed and signed as a correct record.

4. APOLOGIES FOR ABSENCE

Apologies were received from Miss H. Dix, Miss E. Eyres, who had to leave the meeting early due to a prior engagement, Mr R. Davies, Mr T. Pattinson and Mrs A. Pope.

5. UPDATE OF THE ARTS DEVELOPMENT STEERING GROUP TERMS OF REFERENCE

The Steering Group noted that the Leisure and Environment Committee had at its meeting on 19 June 2003, approved the update of the Steering Group's Terms of Reference. A copy of the new document was circulated to members at the meeting.

The representation from Rotary Clubs was discussed. However, it was agreed that both Rotary Clubs in the Borough were represented adequately, if not officially, on the Group.

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6. MEMBERSHIP OF THE STEERING GROUP

The Group noted that Councillor Ms. C. M. Simmons was no longer a member of the Group, and that a letter of thanks had been sent to her on behalf of the Group. It was also noted that the appointment of a second Runnymede Borough Councillor had been deferred to the next meeting of the Leisure and Environment Committee on 18 September 2003.

Miss E. Eyres would, in all likelihood, be attending future meetings of the Steering Group as a substitute for Mr P. Suchley from Jubilee High School. Miss Eyres was welcomed by the Group and it was agreed that Agendas and Minutes would be sent to her instead and also to include her on the Circulation list.

Miss C. Pinnock
to action

7. SORTED – COMMUNITY DANCE DEVELOPMENT PROGRAMME

Mr C. Hutchinson, Surrey County Council's Dance Development Officer, had been intending to attend the meeting to give a presentation on 'Sorted' which the Steering Group supported in the previous financial year. Unfortunately he had had to give his apologies and would come to the next meeting of the Group instead.

8. BUDGET SUMMARY

The Group learned that the base budget for Arts Development in 2003/04 was £8,200. In addition, Officers had requested that an underspend of £1,130 be carried forward from last year's budget. The request had been considered by the Corporate Management Committee along with other similar requests from other service areas. That Committee had recommended that Full Council approve the carry forward. However, their recommendation was due to be put before the Council's Review Board at its meeting on 10 July. If the proposal was agreed by Council on 17 July, the total Arts Development Budget for the current financial year would be £9,330.

Mr R Fleming to
report Committee
decision to Group
in October.

Miss C. Pinnock
to provide Cllr
Davis with details
of the Review
Board meeting.

As it stood at the meeting the Steering Group had an available balance of £4,905, and there were three applications to be considered.

The Steering Group noted that if all the applications put before them that evening were successful this would leave £865 left for the rest of the year if the planned underspend of £1,130 was not approved.

A copy of the Budget Summary is attached as Annex '1' which takes into account the decisions made at this meeting.

9. APPLICATIONS FOR FUNDING

Mr Fleming reminded members of the Steering Group that if they had an interest in any of the applications for funding at the meeting, they should declare their interest and leave the room while the application was being considered.

i) Egham and District Music Club

Mrs V. Ward presented an application for funding in the sum of £2,060 on behalf of Egham and District Music Club.

There were two main reasons for having made the application. Firstly, extra funding was needed in order for the youth workshops to go ahead. Secondly, assistance was needed in order to provide the full planned season of concerts due to rising costs which were not covered by the Society's current subscription rates. The Society had not asked for any assistance in the past, and were doing valuable work for local young people through the Youth Programme which they had initiated and through their participation in 'Making Music', the Youth Music project.

Mrs Ward confirmed that the youth workshops which were held at the United Church in Egham were well attended, but Tutor fees had to be met by the Society.

Mrs Ward also confirmed that the Club had received funding from Procter and Gamble in the sum of £600 for their end of season concert last year and had applied for £700 for this year for the same purpose.

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Mrs Ward left the room while the Group considered her application. The Group agreed that music related applications should be encouraged because they helped to provide a balance between art, drama and musical projects. In addition, the Group was keen to support Egham based organisations.

Although funding the application in full would utilise two fifths of the Group's budget for the year, the Group felt that it was a relatively modest sum and would be put to good use, particularly in relation to encouraging music amongst the youth.

Accordingly, the Steering Group agreed to award Egham and District Music Club the full requested sum and Mrs Ward was requested to keep the Group informed of the Club's activities and details of how the money would be used in due course.

Mr R. Fleming to arrange payment

ii) Friends of Chertsey Museum

Mr V. Spink presented an application for funding in the sum of £250 on behalf of the Friends of Chertsey Museum of which he was the Vice-Chairman.

The Friends had arranged for a joint promotion of Black Cherry Fair and the newly refurbished Chertsey Museum by having a combined visual and audio spectacle for passers by to experience.

£200 would meet the cost of Cobham Bus Museum who were again providing their open top 1928 Denis bus which people would be able to board. Unfortunately, The Friends had learnt since making their application that the 31 key McCarthy Fairground organ would not be available as originally hoped for. However, Mr Spink had managed to obtain the services of Mr S. Lewis, from Caversham who would be playing a 'Penn Harmonette' buskers organ to entertain the crowds either inside or, weather permitting, outside the Museum. The remaining £50 would be spent on this instead.

'Swanee', a professional traditional jazz band would be playing in the Museum garden, but members of the Group were assured that they would not clash with the other musical entertainment.

Although Mr Spink had tried a few local amateur youth orchestras who were not available, it was suggested that Mr Spink could in future approach the Surrey Wind Orchestra or Strodes Big Band which were also very good.

Mr Spink left the room while the Group considered his application.

It was agreed that traditional additions to a broadly artistic event, which benefited a large number of people were worthwhile, and on this basis it was agreed to support the application for the full amount of £250.

Mr R. Fleming to arrange payment

iii) Chertsey Film Society

P. Anderson
Mr ~~V. Spink~~ presented an application for funding in the sum of £600 on behalf of Mr J. Briggs, the Treasurer of Chertsey Film Society.

Although the Society had experienced fluctuating membership and audience figures it was acknowledged that with the advent of more sophisticated media, all film societies had been finding it more difficult both to promote themselves and attract new interest.

Members of the Steering Group were concerned that the Society was not publicised widely. However, it was stressed that the Society would be very keen to increase its membership. They produced a glossy leaflet which advertised the season's film programme which stated that film shows were open to members of the public who could attend as guests. The Group suggested that a 'membership drive' could be undertaken by the Society to promote itself in the community.

The Group noted that the acquisition of a DVD projector would increase the quality of films and, in the long run, reduce the Society's running costs. For example, £600 would no longer need to be spent on the hire of Chertsey Hall's 16mm film projector.

Accordingly, the Steering Group agreed to award Chertsey Film Society the full requested sum of £600.

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Mr R. Fleming to arrange payment and speak to Mr Briggs about publicity.

10. ARTS COUNCIL FUNDING ARRANGEMENTS IN SURREY

The Group welcomed the proposed re-organisation of the Arts Council funding arrangements which would release more funds for local arts organisations.

It was understood that under the proposed partnership Surrey local authorities would each contribute to a central fund of approximately £8,000 which would be match funded by Arts Council England (ACE). Runnymede's subscription was £3,845 for 2002/03.

The allocation of funds would be determined by a Surrey steering group, to whom applications would be made. The group would consist of arts officers, chief leisure officers, elected Members and representatives from ACE.

11. RUNNYMEDE ARTS DEVELOPMENT STEERING GROUP ANNUAL REPORT 2002/03

The Chairman agreed to provide a foreword for the document once a draft was complete and had been given to him to look at.

Mr Spink kindly offered to illustrate the report. However, the draft was close to completion and Officers had already received a large number of photographs for inclusion from organisations which the Group had supported. In addition, due to budgetary constraints no more illustrations could be accommodated.

Miss C. Pinnock to liaise with Mr Leon Smith and present report to the next meeting

12. ANY OTHER BUSINESS

i) Runnymede Drama Group

The Group recalled that the Drama Group had submitted an application in the sum of £5,000 to the April meeting. The Group had agreed that more information was required in order for them to consider their application.

Unfortunately, Mr Spink had been unable to make arrangements for the working party to visit the Drama Group's premises because of his leg injury. However, he planned to do so when he was fully recovered.

Mr V. Spink to arrange site visit and report back to the Steering Group

ii) Surrey Artists 'Open Studios' 2003

Mr Spink reported that once again the Open Studios project which the Steering Group had supported in the sum of £250, had been very successful for those participating in Runnymede.

iii) Chertsey Museum Mural Project

The Group was disappointed that owing to his accident, Mr Spink had been unable to complete the mural for which the Museum had received funding in the sum of £425. The unfinished work had been photographed, squared up and painted over in time for the Museum's official opening ceremony. It was unfortunate that visitors would see blank walls instead of the mural but it was hoped that Mr Spink would be able to continue with the work soon. As insurance issues precluded Mr Spink from working unsupervised at the Museum the possibility of whether he could finish the mural off-site would be investigated.

iv) The question of publicising the work of the Steering Group and the availability of funding was discussed. It was agreed that it was appropriate that members of the Steering Group encourage local organisations to make

ACTION

application. However, it would be difficult to promote the group too widely through adverts or on the Council's website because funds were limited.

Mr Fleming reported that the Steering Group needed new advertising boards and that an updated advert would be placed in the forthcoming Leisure guide. Without an Arts Officer it would be difficult to resource additional promotion. Nevertheless, it was agreed to approach funded groups for promotional material which could go on the Council's website.

Mr R. Fleming to action

13. DATES OF MEETINGS FOR MUNICIPAL YEAR 2003/2004

The dates of the remaining meetings in 2003/04 were as follows:

Tuesday, 7 October 2003

Tuesday, 3 February 2004

Tuesday, 30 March 2004



Chairman

(The meeting finished at 8.56 p.m.)

Runnymede Arts Development Steering Group		
Budget Summary 03/04		
Base budget 03/04		£8,200
Planned underspends from 02/03		£1,130
Total funds available for distribution 03/04		£9,330
Committed Projects		
Sorted 2nd and final year payment		-£250
Surrey Artists open studios		-£250
Chertsey St Ann's Attainment Project		-£750
Thorpe Players		-£1,000
Gilbert & Sullivan Choral Society		-£250
Chertsey Museum		-£425
Staines Players		-£500
StopGAP		-£1,000
Egham and District Music Club		-£2,060
Friends of Chertsey Museum		-£250
Chertsey Film Society		-£600
Funds Available for Distribution		£1,995