

## Minutes

### Cultural Framework Board Meeting

Tuesday 8<sup>th</sup> September 2020, 3pm

**Attendance:** Derri Burdon (Chair), Charles Quick, Councillor Peter Kelly, Ed Matthews-Gentle Heather Fox, Jane Anthony, Matt Wilde, Phil Kaila, Steph Fletcher, Steve Lloyd, Tim Joel and Rita Whitlock

**Apologies:** Neil Fairhurst

#### **DEVELOPMENT OF THE PRESTON CULTURAL FRAMEWORK BOARD - Paper circulated**

**TJ Presented paper to the board with a series of decisions to be taken.**

##### **Actions:**

Agreed that the vision and purpose of the board needs to be driven by the strategy. **ACTION:** Board to pick up when reviewing the draft strategy work.

Board agreed the Chair position to be recruited through an open application process, aim for opportunity to go live at the end of October and recruit by November. **ACTION:** Charles and Tim: Review the Framework Board Chair specification and present revised draft at the next board meeting (22<sup>nd</sup> October).

Review of the representation to even up numbers from each organisation: **PROPOSED ACTION:** Tim to draft a board membership policy for review at the next board meeting (22<sup>nd</sup> October)

Identify missing sectors not currently represented e.g. community, sports, health, business that would support the work of the board. **PROPOSED ACTION:** Tim to draft a board membership policy for review at the next board meeting (22<sup>nd</sup> October)

Board agreed to increase number of independent sector representatives. **ACTION:** Steph, Phil and Matt: Review the specification for the Cultural Governor board role and bring draft specification to the next meeting (22<sup>nd</sup> October)

No decision was taken on a remuneration policy for members attending outside of their paid role. **PROPOSED ACTION:** A draft budget to drawn up and presented at the next board meeting (22<sup>nd</sup> October)

**Agreed in principle** (PCC, LCC & UCLan) to commit £2k per annum to cover the Boards baseline operational costs. Commence 1<sup>st</sup> April 2021.

No decision reached about public presence of the board. **PROPOSED ACTION:** Curious Minds and Rita to explore management and maintenance of the Something's Brewing website

#### **PLAN FOR WRITING THE 12 YEAR CULTURAL STRATEGY - Paper circulated**

**TJ presented paper to the board.**

##### **Actions:**

**Agreed** to condense the 3 Consensus workshop outputs published on <https://somethingsbrewing.org.uk/take-aways/> into a 4-5 page broad 12 year strategy document which is to be creative, punchy and captures the essence of Preston. **ACTION:** Steph and Tim to work with Brew Time collective to shape a set of priorities from the workshop outputs.

Incorporate Brewtime's Micro Commissions into the document. A proportion of funding allocated to Tim (Secret Industries) is still unspent and should be used for this purpose – **ACTION:** Steph to identify remaining time and resource from the Secret Industries commission and explore how to best use this.

Board to agree a date for a fourth consensus workshop which could include the pledging session which will help develop the action plan and ensure a broader buy in

Commission an artist to design the document to make it visually appealing, subject to understanding Secret Industries remaining time and brief.

Circulate a short survey to participants of the Consensus workshops to ascertain the diversity of the group, include with the invite to fourth event. Steph has already got the survey wording to be used. **ACTION:** Rita to liaise with Steph for the wording and set up a survey monkey ready to send with the next workshop invite when date agreed.

**Date & Time of next meeting: Thursday 22<sup>nd</sup> October 2020, 3pm**