

Minutes

Cultural Framework Board Meeting
Thursday 22nd October 10:00 – 12:00

Attendance: Jane Anthony, Phil Kaila, Steph Fletcher, Heather Fox, Steve Lloyd, Tim Joel, Rita Whitlock (admin), Garry Cook (guest) and Bernie Velvick (guest)

BrewTimes 'Cultural Networks' Report: Bernie Velvick (Guest) and Garry Cook: Presentation

The Arts Council funded BrewTimes 'Cultural Networks' Report was presented by Bernie Velvick (Guest) and Garry Cook prior to the meeting of the Board. **AGREED:** A good piece of research work with some positive forward planning steps which will strengthen the new Cultural Framework Strategy that is currently being worked on. The final written report will be circulated around Board members once it's completed

Apologies: Charles Quick, Derri Burdon (Chair) and Neil Fairhurst

The Board were informed that Derri Burdon and Matt Wilde have resigned from post. The Board thanked both for their valuable contribution over the last 2 – 3 years in particular Derri for her commitment, support and development of the Cultural Framework Strategy

Tim offered to act as Interim Chair for the meeting, the board agreed.

Minutes: Tuesday 8th September 2020 (AGREED)

Outstanding Actions - Steph to track down **existing evaluation wording** to ascertain the diversity of the participants of the Consensus workshops

Draft Board membership approach

- Draft Board membership approach AGREED with the following actions:
 - Increase Cultural Governors to 5 posts from 3
 - Brewtime Collective to have a standing seat on the board including in the above allocation.
 - Increase representation from Community, targeting BAME, Business, Further Education and Marketing to be recruited from an open recruitment process.
- Chair Application Pack and Cultural Governor specification AGREED with the following actions:
 - Terms of Reference's will be updated once the Cultural Framework Strategy is complete and published.
 - Open recruitment via expressions of interest preferred with some targeting, schedule release of Chair vacancy last week in October.
- Remuneration policy AGREED possible time commitment per month is 2 hours and a remuneration policy for members attending outside of their paid roles will commence 1st April 2021.

- Cultural Governor Specification AGREED with the follow actions:
 - Terms of Reference will be updated once the Cultural Framework Strategy is complete and published.
 - Open recruitment and to launch mid-November

Budget expenditure

Agreed subject to change in calculation of Remuneration policy. Rita to circulate updated budget with minutes

Approach to developing 12 year Strategy

- Paper presented and AGREED by the board.
- Budget AGREED and LCC agreed to contribute financially to this work.
 - £2K – creative practitioner 10 days works
 - £2K – Brewtime Collective involvement – 10 days work
 - £1K – 5 Cultural Governors and 5 artists to review the strategy and provide a case study/quote.
- Board agreed to approach Esther Ferry-Kennington, Lancashire Encounter producer to pull together the outline draft document

The board expressed how impressed they are with the quality, development and commitment to the development of the Strategy from the BrewTime Collective

AOB

Curious Minds currently host <https://somethingsbrewing.org.uk/> hosting the strategy development and micro commissions. Preston City Councils web team have agreed to administer and develop this site at no cost to the Board. A proposal and timeframe for this will be circulated for approval

Date and Time of next meeting: Thursday 26th November: 10am