

Minutes

Cultural Framework Board Meeting
Thursday 26th November 10:00 – 12:00

Attendance: Tim Joel (Interim Chair), Jane Anthony, Phil Kaila, Cllr Kelly, Neil Fairhurst, Heather Fox (tentative), Steve Lloyd, Charles Quick, Rita Whitlock (admin) and Esther Ferry-Kennington (guest)

1. Lancashire Encounter Festival briefing from Executive Producer: Esther Ferry-Kennington

Esther Ferry-Kennington, Lancashire Encounter (LE) Executive Producer, fully briefed the meeting about the programming and run up to festival which will take place 17th – 19th September 2021

Currently a Covid-19 socially distanced festival is being planned, which will work, but can be easily up-scaled

Final Business Plan published January 2021

LE Audience Development Steering Group workshop will take place this afternoon.

2. Apologies: Ed Matthews-Gentle and Steph Fletcher

3. Minutes: Thursday 22nd October (**AGREED**)

4. Development of Cultural Strategy:

At the last meeting the Board agreed to engage Esther to lead the approach to developing and publishing the 12 year Strategy. At this meeting she outlined how this will be achieved

- Noted that there was a lot of resonance across the documents.
- Refining key realistic/achievable priorities.
- Work with BrewTime Collective, 5 Cultural Governors and 5 artists to produce the draft Strategy.
- Draft deadline: Outline document before Christmas and circulated round the Board for comment/input.
- Final document should be ready for design and print January 2021

Esther left the meeting

5. Chair recruitment proposal

AGREED: To take up Tim's offer to Chair the Board

This post will be reviewed after one year

AGREED: The Cultural Governors and wider posts will be advertised through local networks and avenues against the following timeline:

- W/c 11th Jan – launch recruitment
- 5th Feb – deadline for submissions
- W/c 8th Feb – short listing
- W/c 15th Feb interviews and appointment

6. Budget

AGREED: with amendments

AGREED: Budget update to be presented at each meeting

7. Equal Opportunity survey questions (to follow)

AGREED: Rita to circulate the draft equal opportunity questions for board input. The final questions to be circulated with the cultural strategy update

8. Website Management

The Board approved the web approach. PCC's Web Team has completed some prep work and should be completed to go live mid-January 2021. Following which Curious Minds will be asked to close the current micro site

9. AOB

Towns Fund Accelerator

Charles updated the Board on the cultural projects proposed by its Steering Group

- Muriel project to animate derelict buildings and hoardings
- Purchase the red telephone boxes on Market Street to retain for cultural programming
- Wallace and Gromit sculpture
- MTES (Make Temporary Event Space)

The Board liked all the proposals and endorsed MTES

10. Date and Time of next meeting: Doodle Poll: 14th or 21st January 2021, 10am